

Virginia Department of Human Resource Management

Statement and Code of Ethics

Mission Statement

“Providing leadership in human resources management, which is responsive to the goals and needs of the Commonwealth and its workforce.”

AGENCY VALUES

- ***Accountability***

DHRM employees are responsible for ensuring our own performance and work team results contribute to success in meeting and surpassing the performance goals of our agency and the Commonwealth.

- ***Communication***

We endeavor to provide complete, accurate, timely and up-to-date information to our clients, co-workers and other constituents.

- ***Customer Focus***

We strive to understand and anticipate customer needs and constantly focus on delivering products and services of the highest quality in a timely manner.

- ***Innovation***

We encourage the acquisition of new skills, thoughtful risk taking, and openness and receptiveness to change.

- ***Respect***

We value individual contributions, treat each other with dignity, and assume positive intent in everyone.

- ***Teamwork***

We support each other, blend our diverse talents and backgrounds and willingly share information and resources.

Code of Ethics

As employees of the Commonwealth of Virginia and its Department of Human Resource Management, we will:

1. Dedicate our efforts toward earning the respect, trust, and confidence of elected and appointed officials, those with whom we work, and the public.
2. Commit to the highest ideals in the stewardship of public resources.
3. Exercise prudence and integrity in managing the Commonwealth's finances.
4. Provide all reports, performance, counsel and information of the highest quality in conformance with applicable laws, regulations, and professional standards.
5. Strive for professional excellence by maintaining and enhancing professional knowledge, skills, and abilities for ourselves and our colleagues.
6. Maintain and promote nonpartisanship in our professional dealings.
7. Act with integrity in all relationships.
8. Treat all persons in an evenhanded, respectful, and courteous manner.
9. Abide by Virginia's Standards of Conduct for Employees and related regulations.
10. Hold ourselves accountable for adhering to this Code of Ethics.

As employees of the Commonwealth of Virginia and its Department of Human Resource Management, we will not:

12. Allow conflicts of interest between ourselves and our professional roles.
13. Use public resources for personal gain.
14. Knowingly sign, subscribe to, or permit issuance of any information that contains a misstatement or omits a material fact.
15. Knowingly conduct or condone any illegal or improper activity.